

**INTENT TO TRANSFER OUT OF
SOUTHERN ILLINOIS UNIVERSITY CARBONDALE**

All international students, F or J, studying in the United States have been assigned a SEVIS ID number. SIUC **must** update your SEVIS record if you wish to transfer. You must notify an international student advisor of your intention to transfer and determine a date to which you would like your SEVIS record to be released to the transfer-in school. The transfer-in school can issue an I-20 or DS-2019 when the transfer release date has passed.

To be completed by the student:

I _____, intend to transfer my SEVIS record to _____.

I AUTHORIZE Southern Illinois University Carbondale to release my SEVIS record to the above listed institution with a SEVIS release date of _____ (MM/DD/YYYY). I understand that the school indicated above will automatically retain control of my SEVIS record as of the SEVIS release date indicated above. I understand that, the transfer-out school prior to the SEVIS release date can cancel a transfer request, but once the date has passed, the transfer-in school has responsibility for the SEVIS record.

I accept the conditions outlined above and request the release of my SEVIS record from SIUC.

_____ Signature	_____ Printed Name	_____ Date (MM/DD/YYYY)
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_____ DAWG Tag # / ID #	_____ Email	_____ Phone #(if available)
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Are you currently enrolled in the Center for English as a Second Language? If so, you must have approval from CESL to transfer.

CESL Advisor Signature

Date (MM/DD/YYYY)

To be completed by the transfer-in school's Designated School Official (DSO):

The above student has been admitted to _____
and intends to transfer to this institution.

INSTRUCTIONS: Upon completion, please scan this form along with the formal admission letter issued by the transfer-in school and e-mail all the documents to issinfo@siu.edu. For any queries, call (618) 453-5774.

_____ DSO's Signature	_____ DSO's Printed Name	_____ Date (MM/DD/YYYY)
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_____ SEVIS School Code	_____ Email	_____ Phone #
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